

To all Members of the Parish Council

SUMMONS

5th May 2016

Dear Sir/Madam,

You are respectfully summoned to attend the Annual Meeting of the Parish Council to be held at **7.30pm on Thursday 12 May 2016** at the Council Offices, Mortomley Lane, High Green.

Public Participation

To receive questions and petitions from members of the public under the direction of the chairman and in accordance with the Council's Standing Orders. (Members of the public should please note that the Council reserves the right to respond in writing if any matter requires further research or consideration and that reports should be submitted in writing beforehand so they can be dealt with under correspondence)

Would all members who have keys to the offices please return them to the Chairman at the start of the meeting

AGENDA

1. To elect the Chairman of the Parish Council
2. To receive the Declaration of Acceptance of Office as Chairman
3. To elect the Vice Chairman of the Parish Council
4. To receive apologies for absence from members and to consider the reasons for absence
5. To a) receive any amended declarations of interest from members; and
b) receive any declarations of personal and/or disclosable or pecuniary interests from members of the council on items to be discussed at this meeting
6. To identify any items for discussion which may require the exclusion of the press and public
7. To decide which standing committee(s)/ sub-committee(s) of the Council shall be formed or continued
8. To (a) appoint members of the committee(s)/sub-committee(s)

- 9. To approve delegated powers to the committee(s)
- 10. To confirm the continuation of the Substitute Member Scheme for committees
- 11. **CHAIRMAN'S ALLOWANCE**
To agree the amount and payment of the allowance for the ensuing year

- 12. **COUNCILLORS ATTENDANCE ALLOWANCES**
To re-affirm the decision not to claim allowances

- 13. To appoint a Parish Council representative on the following bodies:

<u>Body</u>	<u>Current Representatives</u>
SCC Standards Committee	Cllr M Appleby
Chapelton Baths CB Ltd	Cllrs Z Sykes & A Gethin
Anne Reresby Trust	Cllr D Fearnley
Grenoside Advisory Body	Cllrs Z Sykes & A Hurst
Ecclesfield Charities	Cllr G Weatherall
YLCA	Cllr E Hanson
Ecclesfield Civil Parish Archiving Project	Cllr S Constance Mr A Bainbridge, J Wright
High Green Health Network	Cllrs K Granger & E Hanson

- 14. To a) approve the Minutes of the Parish Council meeting held 7 April 2016 (Pgs: 1-4 & Appendix A), and b) discuss any matters arising from the minutes for information only
- 15. To a) approve the Minutes of the Environmental Planning Committee meeting held 7 April 2016 (Pgs: 6-7 & Appends A & B), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
- 16. To a) approve the Minutes of the Environmental Planning Committee meeting held 21 April 2016 (Pg: 12 & Appends A & B), b) approve any recommendations arising from the meeting and c) discuss any matters for information only
- 17. To a) approve the Minutes of the Finance & Premises Committee meeting held 21 April 2016 (Pgs: 15-17 & Appendix A), b) approve any recommendations arising from the meeting, and c) discuss any matters arising for information only
- 18. To receive a verbal report from the Environmental Planning Committee meeting held 12 May 2016
- 19. To receive a report from the Annual Parish Meeting held 12 May 2016 and to consider any resolutions passed at that meeting
- 20. To confirm the accounts and financial statements for Year Ended 31 March 2016
- 21. To approve the Annual Governance Statement (Section 1 of the Annual Return) for Year Ended 31 March 2016
- 22. To approve the Accounting Statement (Section 2 of the Annual Return) for Year Ended 31 March 2016

23. To receive an update from the Clerk & Financial Officer on the North Active Project
24. To confirm an amended offer for the Chapeltown Baths (Shield Estates and Knight Frank to report).
25. To receive a report from the Chair of the Archiving Project
26. **CORRESPONDENCE** – Items requiring a decision or response
27. **ACCOUNTS** – To approve the accounts presented for payment
28. **LOCAL EVENTS**

Yours faithfully,

David Morton

David J Morton
Clerk & Financial Officer

MINUTES OF THE PARISH COUNCIL MEETING
HELD 7 APRIL 2016

Present: Cllrs G Weatherall (Chairman), E Hanson, M Appleby, G Oxley, Mrs A Gethin, A Henstock, K Granger, J Brownrigg, Mrs A Brownrigg, J Housley, Mrs Z Sykes, Mrs D Fearnley, D Pepper,

In Attendance: D Morton, Clerk & Mrs G Kress, Admin. Officer

Apologies for absence were received from Cllrs S Constance and A Hooper and the reasons for absence were approved by the Council.

Prior to the start of the meeting members of Wheels in Motion had been invited to attend in order that the Chairman could present June Higgins with a Chairman's Award. This was following on from their recent success in Amsterdam representing Great Britain. They were competing against 240 competitors from 18 countries and came away with 2 gold medals, 1 silver, 1 bronze and 4th and 6th place on the first day and 1 gold, 2 silver, 1 bronze, two 4th places and 5th and 6th places. Councillors thanked them for their outstanding achievements.

The group was formed five years ago and were helped with the start up when they received a grant from Ecclesfield Parish Council.

There were four members of the public present at the meeting, questions were invited from members of the public. One resident brought up the issue of comments made by a member of the Parish Council about the recently formed boxing club in High Green. The Clerk informed the resident that should he wish to raise any complaints about members he should do so through the proper channels at the City Council by contacting Mrs Gillian Duckworth the Monitoring Officer, and provided details how to do so.

16/163. To receive any amended declarations of interest from members

There were none received.

16/164. To receive any declarations of personal and/or disclosable pecuniary interests

from members of the council on items to be discussed at this meeting

There were none received.

16/165. To identify any items for discussion which may require the exclusion of the press and public

There were no items identified which required the exclusion of the press and public.

16/166. To a) approve the Minutes of the Parish Council meeting held 3 March 2016, and b) discuss any matters arising from the minutes for information only

Resolved: That the minutes be approved as a correct record of the meeting.

16/167. To a) approve the minutes of the Environmental Planning Committee meeting held on 3 March 2016 and b) discuss any matters arising from the minutes for information only

Resolved: That the minutes of the meeting be approved as a correct record of the meeting.

Members requested that it be noted that Cllr Z Sykes had declared an interest and left the meeting while a certain planning application was being considered as she lives in close proximity to the proposed development. It should also be noted that Cllr Sykes had informed the parish office the day after the meeting to say that she had received notification of the planning application from both the City Council and the Parish Council. Consultee comments had also been made on the City Council website requesting extra time for late comments to be received.

16/168. To a) approve the minutes of the Environmental Planning Committee meeting held on 17 March 2016 and b) discuss any matters arising from the minutes for information only

Resolved: That the minutes of the meeting be approved as a correct record of the meeting.

16/169. To a) approve the minutes of the Finance and Premises Committee meeting held on 17 March 2016 and b) discuss any matters arising from the minutes for information only

Resolved: That the minutes of the meeting be approved as a correct record of the meeting.

16/170. To receive a verbal report from the Environmental Planning Committee meeting held 7 April 2016

Resolved: That the verbal report be received.

16/171. To receive a report from the Chair of the Archiving Project

Mr A Bainbridge the Chair of the Steering Group reported on the budget spend to date as per the report produced by the Archive Co-ordinator. The project is on course and on budget. There are several visits planned for the volunteers and various groups, in particular Eden Camp and also the Sheffield Archive Department where there is additional information about the Gatty family.

Ecclesfield School have used some of the educational material produced by the Co-ordinator and Dr Goodlad and they have requested additional material.

Questions were invited from Councillors – Cllr Pepper enquired whether a disc could be produced for distribution around the other villages in the Parish. He also stated that Grenoside Community Centre have 8mm films and Mr Bainbridge informed him that the Co-ordinator has a contact who can convert these to digital discs.

Mr Bainbridge also informed members of a list of events that the Co-ordinator is holding over the coming months and all members were given a copy of these and invited to attend the events, these being:-

- Saturday 30 April “90 Years Young” High Green Wesleyan Church schoolroom 10.30am to 3.00pm.

- Thursday 2 June – Archiving Project – illustrated talk – 7.30pm Grenoside Reading Room.
- Early July – (date to be confirmed) The Festival of Britain Celebration in the Local Community.
- Mid-Late July – Exhibition at Ecclesfield Library
- 24 September – Project Celebration Event – Chapeltown venue to be confirmed.

Mr Bainbridge thanked all the volunteers who have been working on the project and in particular Ms V Bowden who had been working with him digitising a large number of documents held at Thorncliffe.

16/172. To consider a proposition from Cllr Graham Oxley in respect of the HS2
Members considered the proposition from Cllr Oxley for the HS2 station to be situated at Meadowhall as it would bring economic benefits to the Parish. Cllr Weatherall also handed papers to all members supporting the station to be situated in Sheffield City Centre. Discussion followed about the two different options and it was agreed that

Cllr Weatherall would obtain up to date information from the City Council about the routes of both stations and how they would affect the Parish of Ecclesfield. It would be brought back to a future Council meeting for further discussion.

16/ 173. Correspondence – Items requiring a decision or response

Members noted the correspondence received, which is also on the members area for them to view.

16/174. Accounts – To approve the accounts presented for payment

Payable to	Amount	Payment details	Payment made under
One Stop Managed Waste Solutions Ltd	£141.88	Waste disposal 26/3/2016 to 24/6/2016	L.G. Act 1972 s111
Towsweb Archiving	£1,761.60	Website & Pastview System Annual Costs	L.G. Act 1972 s111
YLCA	£2,165.00	Annual membership fee	L.G. Act 1972 s111
Npower	£82.77	Electricity supply Community Room	L.G. Act 1972 s111
St John's Parish Centre	£98.75	Hire of rooms for Archive Project 11/2/16 and 27/2/16	L.G. Act 1972 s111
Look Local	£144.07	Situations vacant advert for Admin Assist Post	L.G. Act 1972 s111
St Saviours Community Project	£500.00	Grant towards Community Allotment	L.G. Act (Miscellaneous Provisions) Act 1972 s19
Sage (UK) Ltd	£216.00	Sage instant payroll annual fee	L.G. Act 1972 s111
Towsweb Archiving	£3,240.00	Website Development	L.G. Act 1972 s111
Administration Officer	£142.21	Transfer to petty cash account	L.G. Act 1972 s111
Staff	£4,480.87	Net salaries March 2016	L.G. Act 1972 s111
SYPA	£668.06	Pension contributions March 2016	L.G. Act 1972 s111
HMRC	£926.52	Tax and NI payments March 2016	L.G. Act 1972 s111
Sheffield City Council	£510.00	NNDR payment Council offices	L.G. Act 1972 s111
Sheffield City Council	£68.40	NNDR payment Community room	L.G. Act 1972 s111
Ashton Alarms Ltd	£174.00	Maintenance to Council offices and community room alarms	L.G. Act 1972 s111
O2	£19.57	Mobile phone bill for Clerk	L.G. Act 1972 s111

Stocksbridge & District History Society	£200.00	Presentation and luncheon 25 February (Archive Project)	L.G. Act 1972 s111
BOS Office Supplies Group Ltd	£330.20	Stationery items for Archive Project	L.G. Act 1972 s111
Hulberts Ltd	£476.40	Repairs and maintenance to boilers and toilets in community room/offices	L.G. Act 1972 s111
Facility Maintenance Solutions Ltd	£519.00	Cleaning and maintenance at Chapeltown toilets	L.G. Act 1972 s111
Jenny Bland The History Van	£195.00	Three talks 30 April 2016 re Life in 1920's (Archive Project)	L.G. Act 1972 s111
1 st Call Com Ltd	£117.64	Telephone bill 1-31 March 2016	L.G. Act 1972 s111

16/175. Local Events

The Chair reminded everyone that the Civic Service is due to take place at Ecclesfield Church on Sunday 10 April at 10.00am.

APPENDIX A

COUNCIL CORRESPONDENCE 7 APRIL 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	Cttee
09-Mar-16	YLCA	CCLA Public Sector Deposit Fund and Local Authorities Property Fund	e-mail	7 Apr 16			1
09-Mar-16	YLCA	White Rose Update March 2016	e-mail	7 Apr 16			2
11-Mar-16	YLCA	Section 137 Expenditure Limit	e-mail	7 Apr 16			3
11-Mar-16	Rural Action Yorkshire	March Newsletter	e-mail	7 Apr 16			4
21-Mar-16	Age UK Sheffield	People keeping well update	e-mail	7 Apr 16			5
21-Mar-16	NALC	DIS Extra 880 and Funding and Grants bulletin	e-mail	7 Apr 16			6
22-Mar-16	St Mary's Church	Church Magazine March 2016	booklet	7 Apr 16			7
23-Mar-16	Cllr Weatherall	Pick up after your dog	e-mail	7 Apr 16			8
23-Mar-16	South Yorks Fire & Rescue	Member briefing March 2016	e-mail	7 Apr 16			9
23-Mar-16	St Thomas More Catholic Primary School	Thank you for Christmas grant	letter	7 Apr 16			10
23-Mar-16	St Marks Church	Grenoside News	booklet	7 Apr 16			11
24-Mar-16	John Rigg, Surveyor SCC	Thornccliffe Bowls and Tennis Club	e-mail	7 Apr 16			12
24-Mar-16	Ecclesfield Conservation & History Group	Thank you for Christmas grant	card	7 Apr 16			13
24-Mar-16	Barry Bellamy	High Greener magazine issue 1	magazine	7 Apr 16			14
30-Mar-16	Wheels in Motion	Results of Amsterdam competition	e-mail	7 Apr 16			15
30-Mar-16	South Yorkshire Police & Crime Commissioner	Media Statement	e-mail	7 Apr 16			16
01-Apr-16	Grenoside Reading Room	21 April talk by Florence Rayner	e-mail	7 Apr 16			17
01-Apr-16	Friends of the Peak District	Spring Newsletter	e-mail	7 Apr 16			18
01-Apr-16	Chapelton & High Green Archive	Request re permission for images (2 letters)	letters	7 Apr 16			19
01-Apr-16	Sherwin Williams (formerly Ronseal)	Offer of support for local groups	e-mail	7 Apr 16			20
04-Apr-16	South Yorkshire Passenger Transport Executive	Smartcard tickets for public transport	e-mail	7 Apr 16			21
05-Apr-16	Barbara	Thank you card	card	7 Apr 16			22
05-Apr-16	St Mary's Church	April Church magazine	booklet	7 Apr 16			23
05-Apr-16	Home Instead	Free afternoon tea party 28 April 2016	poster	7 Apr 16			24
06-Apr-16	NALC	Dis Extra 881	e-mail	7 Apr 16			25

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 7 APRIL 2016

Present were Councillors: A Henstock (Chairman), Mrs D Fearnley, Mrs Z Sykes, J Brownrigg, Mrs A Gethin, E Hanson

In attendance: D Morton, Clerk, Mrs G Kress, Admin. Officer

Apologies for absence were received from Cllrs A Hooper and S Constance and the reasons for absence were approved by the committee.

Three members of the public were present at the meeting.

16/105. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

There were none received.

16/106. To identify items for discussion which may require the exclusion of the press and public

There were no items identified which required the exclusion of the press and public.

16/107. Planning Proposals - to consider applications received

Ten planning applications had been received for consideration as per the attached appendix. The Committee made the following comments on three applications listed below and had no objection to the other seven planning applications

An objection had been received to planning application 16/01139/FUL – 47 Thorncliffe View and two residents were in attendance to voice their concerns, therefore this application was considered first. The members considered the comments in their letter and support their objection on the following grounds:-

- The proposed development is very large and will be overbearing and out of character with neighbouring properties.
- There will be a loss of light to the neighbouring properties.
- The Committee requested that a site visit be made to assess the impact of the proposed development on the neighbouring properties.

The residents stated that they have no objection to a smaller extension being built.

Consultee comments to be sent to SCC

16/00988/LD2 – 15 Hill Top Rise – the Planning Committee noted comments on the City Council website from a resident of a neighbouring property with regard to the shape of the roof and would like to request that these comments are taken into account in the decision making process.

Consultee comments to be sent to SCC

16/01138/FUL – 10 Acacia Avenue, Sheffield the Planning Committee have no objection in principle to this application, however they requested that the Planning Officer ascertain whether there is a covenant on the deeds with regard to the open plan aspect of the estate. The installation of a 1.8m high boundary fence to the front of the property will change the appearance and character of the estate.

Consultee comments to be sent to SCC

16/108. Licence Applications

There were no applications received.

16/109. Correspondence – to consider items requiring a reply or a response

Members noted the correspondence received which is also on the secure area of the website for them to view.

Items 2 and 3 – Motorbikes in Westwood Woods – these e-mails had been forwarded to Cllr Z Sykes for further investigation and for her to report back to this meeting. She reported that a motion has been passed at the City Council to deal with this matter:-

- (a) Recognises and condemns the anti-social behaviour caused by illegal motorcyclists and quad bikes, including damage to woodland and parks, noise nuisance and a lack of respect for other park users; and
- (b) Welcomes the Council's action alongside the Police, as part of a city-wide group, to tackle this issue.

She also reported that PCSO Kirk Andrews had informed her that there is a new online reporting system for 101. The Police intend to carry out major operations in the future to tackle this problem, which is a City wide problem and not just within our Parish.

APPENDIX A

PLANNING LIST – 7 APRIL 2016						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
16/00988 05-Apr-16	LD2	NOT ALLOCATED Rec 15.3.16	15 HILL TOP RISE, SHEFFIELD S35 8PD APPLICATION FOR LAWFUL DEVELOPMENT CERTIFICATE FOR A PROPOSED SINGLE STOREY REAR EXTENSION TO	N/CONSULTED 1 COMMENT SCC WEBSITE	COMMENTS TO SCC RE ROOF NOT IN KEEPING WITH OTHER PROPERTIES	07-Apr-16
16/01037 05-Apr-16	FUL	NOT ALLOCATED Rec 16.3.16	30 IRONSTONE DRIVE, SHEFFIELD S35 3XZ TWO STOREY SIDE AND SINGLE STOREY REAR EXTENSIONS TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	07-Apr-16
16/00990 06-Apr-16	FUL	NOT ALLOCATED Rec 16.3.16	10 GRENO GATE, GRENSIDE DEMOLITION OF DETACHED GARAGE, EREC. OF 2 STOREY SIDE EXTN INCL. SIDE FIRST FLOOR JULIETTE BALCONY & PROV. OF FRONT ENTRANCE CANOPY	N/CONSULTED	NO OBJECTION	07-Apr-16
16/01004 06-Apr-16	FUL	NOT ALLOCATED Rec. 16.3.16	2 COWLEY WAY, CHAPELTOWN, SHEFFIELD S35 1QP INSTALLATION OF RIBBON GLAZING TO FIRST FLOOR ELEVATIONS	N/CONSULTED	NO OBJECTION	07-Apr-16
16/01034 06-Apr-16	FUL	NOT ALLOCATED Rec. 16.3.16	HALLWOOD HOUSE, PENISTONE ROAD, GRENSIDE, S35 1WN ALTERATIONS AND EXTENSIONS TO DWELLINGHOUSE INCLUDING A TWO STOREY LINK EXTENSION TO EXISTING GYM	N/CONSULTED 1 COMMENT OF SUPPORT	NO OBJECTION	07-Apr-16
16/01075 07-Apr-16	FUL	NOT ALLOCATED Rec. 18.3.16	37 HALIFAX ROAD, GRENSIDE, SHEFFIELD S35 8PA SINGLE STOREY FRONT PORCH EXTENSION, TWO STOREY SIDE SINGLE STOREY REAR EXTENSION WITH ACCESS STEPS TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	07-Apr-16

APPENDIX A

16/01080 08-Apr-16	FUL	NOT ALLOCATED Rec. 18.3.16	127 BROAD INGE CRESCENT, SHEFFIELD S35 1RT TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	07-Apr-16
16/00992 08-Apr-16	FUL	NOT ALLOCATED Rec. 18.3.16	APPLETREE NURSERY, MAIN STREET, GRENOSIDE, SHEFFIELD S35 8PQ PROVISION OF NEW PROTECTIVE CANOPIES FOR EXTERNAL PLAY AREAS	N/CONSULTED	NO OBJECTION	07-Apr-16
16/01139 13-Apr-16	FUL	NOT ALLOCATED Rec. 24.3.16	47 THORNCLIFFE VIEW, SHEFFIELD S35 3XU SINGLE STOREY REAR EXTENSION TO DWELLINGHOUSE	N/CONSULTED OBJ SCC WEBSITE	SUPPORT OBJECTION RECEIVED OVERBEARING AND OUT OF CHARACTER	07-Apr-16
16/01138 14-Apr-16	FUL	NOT ALLOCATED Rec. 24.3.16	10 ACACIA AVENUE, SHEFFIELD S35 1PQ ERECTION OF A 1.8M HIGH BOUNDARY FENCE TO FRONT OF DWELLINGHOUSE	N/CONSULTED	?COVENANT IN DEEDS AS OPEN PLAN ESTATE AND IT WILL CHANGE THE APPEARANCE	07-Apr-16

APPENDIX B

PLANNING CORRESPONDENCE – 7 APRIL 2016

DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	Cttee
04-Apr-16	Resident	Objection re 16 01139 47 Thorncliffe View	letter		7 Apr 16		1
04-Apr-16	Resident 1	Complaint re Motorbikes in Westwood woods	e-mail		7 Apr 16		2
04-Apr-16	Resident 2	Complaint re Motorbikes in Westwood woods	e-mail		7 Apr 16		3

MINUTES OF THE TRUSTEES OF GRENOSIDE EXHIBITION
ACCOUNT CHARITY MEETING HELD 7th APRIL 2016

Present were Councillors G Weatherall (Chair) G Oxley, Mrs D Fearnley, J Housley, A Henstock, E Hanson, Mrs A Gethin, Mrs Z Sykes, J Brownrigg, Mrs A Brownrigg, M Appleby, D Pepper and Mrs K Granger

Apologies were received from Cllrs A Hooper and S Constance and the reasons for absence were approved by the Trustees.

16/01. (a) To receive any amended declarations of interest from members

(b) To receive any declarations of personal and/or prejudicial interest from members of the Council on items to be discussed at this meeting

There were none received.

16/02. To consider a report from the Clerk and Financial Officer and to consider any implications arising therefrom

The Clerk reported that the amount available for distribution in the current financial year is £1148.64. It was therefore:-

RECOMMENDED: That the Clerk inform the Advisory Committee of the full amount achieved from the further investments made and that the sum of £400 be offered for distribution this year, with the proviso that if there are no applicants for grants then this amount and the remaining funds be reinvested in Black Rock and M&G Investments in equal amounts.

MINUTES OF THE ENVIRONMENTAL PLANNING COMMITTEE
MEETING HELD 21 APRIL 2016

Present were Councillors: E Hanson (Chairman), Mrs D Fearnley, Mrs Z Sykes (towards the end of the meeting) J Brownrigg and M Appleby as substitute for Mrs A Gethin

In attendance: D Morton, Clerk, Mrs G Kress, Admin. Officer

Apologies for absence were received from Cllrs A Hooper, S Constance, A Henstock and Mrs Gethin and the reasons for absence were approved by the committee.

16/110. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

There were none received.

16/111. To identify items for discussion which may require the exclusion of the press and public

There were no items identified which required the exclusion of the press and public.

16/112. Planning Proposals - to consider applications received

Five planning applications had been received for consideration as per Appendix A. One objection had been received relating to planning application 16/01265/FUL 39 Rojean Road, Sheffield S35 8QR. The members considered the comments made by a resident of a neighbouring property and whilst the Committee had no objection to the planning application they requested that the Clerk write to the Head of Planning at Sheffield City Council asking that these comments be taken into account in the decision making process.

Consultee comments to be sent to SCC

No objections had been received to the remaining four planning applications and the Committee could see no reason for objection to any of the applications. The Clerk was requested to inform the Head of Planning at Sheffield City Council to this effect.

Consultee comments to be sent to SCC

16/113. Licence Applications

There were no applications received.

16/114. Correspondence – to consider items requiring a reply or a response

Members noted the correspondence received which is also on the secure area of the website for them to view.

Item 8 – Clarke Telecom - Proposed base station installation at Angram Bank Recreation Ground.

A consultation letter had been received from the Company prior to them submitting a formal planning application, however the wrong plans had been sent for consideration and it was agreed to put this back on the list of correspondence for consideration at the next Planning meeting on the 12 May.

APPENDIX A

PLANNING LIST – 21 APRIL 2016						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
16/01259 25-Apr-16	FUL	NOT ALLOCATED Rec. 5.4.16	19 SCHOOL LANE, GRENOSIDE, SHEFFIELD S35 8QU TWO STOREY SIDE EXTENSION WITH JULIET BALCONY AT FIRST FLOOR LEVEL TO REAR OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	21-Apr-16
16/01265 25-Apr-16	FUL	NOT ALLOCATED Rec. 5.4.16	39 ROJEAN ROAD, SHEFFIELD S35 8QR ALTERATIONS TO CREATE PITCHED ROOF OVER EXISTING ATTACHED GARAGE, ERECTION OF TWO/SINGLE STOREY REAR EXTENSION AND SINGLE STOREY FRONT EXTENSION TO DWELLINGHOUSE	N/CONSULTED 1 OBJECTION RECEIVED	NO OBJECTION BUT ASK THAT NEIGHBOURS COMMENTS ARE TAKEN INTO ACCOUNT	21-Apr-16
16/01301 27-Apr-16	FUL	NOT ALLOCATED Rec. 7.4.16	239 THOMPSON HILL, SHEFFIELD S35 4JT SINGLE STOREY FRONT EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	21-Apr-16
16/01230 28-Apr-16	FUL	NOT ALLOCATED Rec. 7.4.16	41 VICARAGE ROAD, GRENOSIDE, SHEFFIELD S35 8RF TWO STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	21-Apr-16
16/01324 29-Apr-16	FUL	NOT ALLOCATED Rec. 8.4.16	6 ST MARY'S CLOSE, SHEFFIELD, S35 9UX TWO/SINGLE STOREY SIDE EXTENSION TO DWELLINGHOUSE	N/CONSULTED	NO OBJECTION	21-Apr 16

APPENDIX B

PLANNING CORRESPONDENCE 21 APRIL 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	Cttee
08-Apr-16	Rotherham Metropolitan Borough Council	Rotherham Local Plan sites and policies document	letter		21 Apr 16		1
12-Apr-16	Resident	Complaint re off road bikes	e-mail		21 Apr 16		2
14-Apr-16	Vince Varnam Streets Ahead	North LAP members update March and April	e-mail		21 Apr 16		3
15-Apr-16	Friends of Ecclesfield Library	Open Day and World Book Night	e-mail		21 Apr 16	21 Apr 16	4
15-Apr-16	Richard Holmes SCC	Community Infrastructure Levey Neighbourhood Portion	e-mail		21 Apr 16	21 Apr 16	5
18-Apr-16	SYPTTE	16-18 Young People Travel Survey	e-mail		21 Apr 16		6
19-Apr-16	South Yorkshire Passenger Transport	Bus changes May 2016			21 Apr 16		7
20-Apr-16	Clarke Telecom	Proposed base station Angram Bank Recreation Ground	letter		21 Apr 16		8

MINUTES OF THE FINANCE/PREMISES COMMITTEE MEETING
HELD ON THURSDAY 21 APRIL 2016

Present were Councillors G Weatherall (Chairman), E Hanson, G Oxley, J Housley, Mrs K Granger, S Constance, J Brownrigg as substitute for Mrs A Brownrigg, D Pepper, M Appleby

In attendance were D Morton, Clerk, Mrs G Kress, Admin Officer

Apologies for absence were received from Cllr Mrs A Brownrigg and the reason for absence was accepted by the committee.

16/100. To receive any declarations of personal and/or disclosable pecuniary interests from members on items to be discussed at this meeting

Cllr D Pepper declared an interest in item 16/103(3) Grenoside Community Association as he is the Chairman of the Committee. Cllr Mrs K Granger declared an interest as her son is also on the Committee.

16/101. To identify any items for discussion that may require the exclusion of the Press and Public

There were no items identified which required the exclusion of the press and public.

16/102. To confirm, for the period ending 31 March 2016 (a) receipts schedule (b) payments schedule (c) account/bank reconciliation and (d) budget and management accounts (e) examination of financial transactions

RECOMMENDED: That all the schedules listed for the period ending 31 March 2016 as now presented by the Clerk be confirmed. The Clerk reminded all members of the Finance Committee that they were welcome to inspect the accounts at any time.

16/103. Applications for Financial Assistance

16/103(1) – North Sheffield History Group

Two members of the North Sheffield History Group attended the meeting to inform the Committee of their need for financial assistance. They have 40 members in the group all paying subscriptions which help to cover the cost of room hire at Ecclesfield Library, they also occasionally use the Parish Council facilities. They acknowledge that they will need to increase the cost of membership as the room hire charges at the library is increasing.

A few years ago they received a grant from a local charity to purchase a projector and at the moment they rely on individuals to produce presentations on their own laptops. They have applied for funding towards the purchase of a laptop, computer case and three year service pack and have had a quote of £494.40. This will enable them to help members become computer literate and be able to produce presentations on the group laptop. Members considered the request and

RECOMMENDED:- That the Clerk be given delegated authority to investigate the Parish Council purchasing these items on behalf of the group in order that the VAT aspect of the purchase can be legally claimed back.

16/103(2) – Stomp Club

Two members of the group attended the meeting to inform members of their need for financial assistance. They have 20 children attending an afternoon toddler group which is now based in St Mary's Church Hall. They also run a breakfast club and after school club. All volunteers and Directors have had DBS checks and the group is Offstead registered. The application form stated daily running costs at a rate of £25.00 per session and totaling £600. They also wish to purchase equipment and craft materials which is estimated at £120.00 and they had included a sum of £100 for additional insurance but she informed the Committee that this is no longer required. Members considered the request and it was:-

RECOMMENDED that a grant of £200 be given towards the purchase of craft materials.

16/103(3) – Grenoside Community Association

Cllr D Pepper declared an interest and left the room whilst this item was being considered.

Two members of the group attended the meeting to inform members of their need for financial assistance. Grenoside Community Centre was built in 1963 and the facilities are in need of refurbishment and they also want to provide a disabled access toilet. The total cost for this work being in the region of £20,000. They are in the process of carrying out other works to the building – the roof is being replaced prior to the Grenoside Gala in June. This was following a survey of the users of the Community Centre who all agreed that the main areas in need of refurbishment are the roof, toilet facilities and the central heating.

The building is well used as they have 400 members of all ages who pay £2.00 membership fees, groups also pay room hire charges. They raise as much money as possible by holding jumble sales, shows, pantos, coffee mornings etc. The Committee considered the application and it was:-

RECOMMENDED: That a grant of £500 be given towards the cost of these refurbishments and the Clerk be given delegated authority to negotiate the purchase of certain items in order that the Parish Council can legally claim back the VAT aspect of the purchase.

16/104 – To consider holding monies raised by the community to improve the skate park on the Angram Bank Park

The Clerk explained to Members the nature of this request from Cllr Z Sykes and it was **RECOMMENDED:** That the Parish Council hold the funds raised by the Community for the skate park.

16/105 – To consider extending the contract of the Archive Project Officer by one month

The Clerk explained that when the project comes to an end which is to be delivered by the end of September, reports will need writing by the Archive Co-ordinator about how the project has been delivered. Members considered that the Parish Council have already budgeted an amount to be used towards the cost of the project carrying on when the Lottery Funding comes to an end. It was agreed that the Clerk be given delegated authority to contact the Lottery to enquire whether the contract can be extended by three months rather than one month and whether this could be paid for out of any unspent lottery monies.

16/106 – To consider purchasing a digital camera

The Chair requested that a camera be purchased for the specific use of Councillors in order that pictures from around the Parish can be uploaded to the Parish Council website, instead of the Councillors using their own cameras or phones to take pictures. Members considered the request and it was:

RECOMMENDED that an amount of £250.00 be allocated for the purchase of a digital camera for use by Councillors.

16/107 – To receive Grant Monitoring Forms

Members noted the grant monitoring form received from St Saviours Community Project for the purchase of a shed. The grant monitoring forms are now sent out when cheques are issued with the request that they are returned to the Parish within three months of receipt of the grant.

16/108 – To consider further information received from Grenoside Bowling Club re Grant application as per Finance minutes 18 February 2016

Further details had been sent in to the Parish Council but it was unclear whether the items had already been purchased or were to be purchased. The Clerk was requested to contact Cllr Hooper to ascertain the details and it was agreed that a grant of £485.00 could then be released.

16/109 - Correspondence

Members noted the correspondence received which is also on the secure area for them to view.

Item 5 – Richard Holmes – Community Infrastructure Levy – The Clerk informed the Committee that at the moment there are no funds due to be paid, however the Clerk was requested to invite him to a future meeting of Full Council to explain the process to members.

Items 6 and 7 – Friends of Charlton Brook – It was agreed that this item be placed on the May Finance agenda for further consideration.

APPENDIX A

FINANCE CORRESPONDENCE 21 APRIL 2016							
DATE RECD	RECEIVED FROM	SUBJECT	TYPE	Ref Cncl	Ref Plan	Ref Fin	No.
21-Mar-16	Chapelgreen Advice Centre	Request for financial assistance	letter			21 Apr16	1
21-Mar-16	St Saviours Community Project	Photographs of shed purchased	e-mail			21 Apr 16	2
15-Apr-16	Charity Commission	Newsletter Spring 2016	e-mail			21 Apr 16	3
15-Apr-16	Friends of Ecclesfield Library	Open Day and World Book Night	e-mail		21 Apr 16	21 Apr 16	4
15-Apr-16	Richard Holmes SCC	Community Infrastructure Levey Neighbourhood Portion	e-mail		21 Apr 16	21 Apr 16	5
12-Apr-16	Friends of Charlton Brook	Request for information re grant	e-mail			21 Apr 16	6
19-Apr-16	Friends of Charlton Brook	Re application for financial assistance	e-mail			21 Apr 16	7